



Notes/Special Requests			
Questionnaire			
What is your estimated time of arrival?	<input type="checkbox"/> AM _____	<input type="checkbox"/> PM _____	
What is your estimated time of departure?	<input type="checkbox"/> AM _____	<input type="checkbox"/> PM _____	
Will guests arrive as a group?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Assign males and females to separate floors?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Is bus parking required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Does the bus driver require accommodation?	<input type="checkbox"/> No, already made booking	<input type="checkbox"/> Yes, please reserve	
		<input type="checkbox"/> Private Suite	<input type="checkbox"/> Dorm Room
Who can be kept on file as an emergency contact person while the group is staying in-house?	Name:	Cell Phone Number:	
Please Note the Following			
<input type="checkbox"/> Check-in is after 3:00pm and check-out is 11:00am.			
<input type="checkbox"/> Luggage storage is available upon request for early arrivals and/or late departures.			
<input type="checkbox"/> Every effort will be made to accommodate male and females on separate floors when requested. However, these arrangements cannot be guaranteed.			
<input type="checkbox"/> Please attach event itinerary if available.			
<input type="checkbox"/> _____ (Team Name) will cover the following charges for all guests <i>(check only those that apply)</i> :			
<input type="checkbox"/> Room + tax	<input type="checkbox"/> Parking for other vehicles (not buses)	<input type="checkbox"/> Internet	<input type="checkbox"/> local phone calls
<input type="checkbox"/> Are guests responsible for paying their additional room night charges if they extend their reservations?			
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
_____ Print Name		_____ Date	
_____ Signature			